

SCHEDULE 27

Mixing Supply Chain IDs

Where this Schedule forms part of your Contract with us, the following terms and conditions shall apply in addition to and (unless expressly stated otherwise) without prejudice to the terms set out in the General Access Terms and Conditions (and the rest of this Contract).

1. Background

- 1.1 This Schedule sets out the terms on which we agree for you to mix Mailmark Mailing Items belonging to different SCIDs into Containers (**Mixing SCIDs**).
- 1.2 This Schedule applies to Mailing Items that are presented at an Inward Mail Centre in accordance with the terms of your Contract and Schedule 20 (Royal Mail Mailmark).

2. Definitions and interpretation

- 2.1 Schedule 1 of your Contract explains the meaning of some words and phrases used in your Contract, including this Schedule, and sets out some rules of interpretation which also apply to this Schedule. Any capitalised word or phrase not set out in paragraph 2.2 below shall have the meaning given to it in Schedule 1 of your Contract.
- 2.2 In addition, some words and phrases used specifically in this Schedule are defined below:

Container ID	means the unique Container identification number that you have designated to the applicable Mixed SCID Container in accordance with the requirements of the User Guide;
Mixed SCID Container(s)	means a Container containing Mailmark Mailing Items that are from different SCIDs but are all of the same Format, Price Plan and Access Service;
Mixing SCIDs Specification	means the process and requirements set out in the Annex to this Schedule, as amended from time to time in accordance with clause 13.2.1(a) of your Contract;
Mixing SCIDs Start Date	means the date as notified by us to you in writing; and
SCIDs	Supply Chain IDs.

3. Commencement and duration

- 3.1 Before you can hand over Mixed SCID Containers to us you must, at your own cost, undertake all systems and procedural changes required to enable you to meet the Mixing SCIDs Specification and notify us in writing once you have done this.
- 3.2 Once we have confirmed that you have made all such changes referred to in paragraph 3.1, we will notify you of the Mixing SCIDs Start Date.

3.3 Unless we agree with you otherwise, paragraphs 4 to 7 (inclusive) of this Schedule shall take effect on and from the Mixing SCIDs Start Date.

3.4 The terms of this Schedule shall continue to have effect until the date it is terminated under this Contract or paragraph 6 of this Schedule.

4. Mixing SCIDs

4.1 You agree to present your Mailing Items in accordance with the terms of this Schedule (including the Mixing SCIDs Specification) and to comply with the terms of this Schedule.

5. Your Contract

5.1 Your Contract (including its Schedules and the User Guide) sets out your obligations about how to present Mailing Items to us and the procedures for handling your Mailing Items that do not comply with the terms of your Contract. Subject to paragraph 5.2 of this Schedule, you must continue to comply with these obligations and these procedures will continue to apply to the extent they are not dis-applied or changed under this Schedule.

5.2 For clarity, you and we agree that the terms of:

- (a) paragraphs 5.2.2(b) of Schedule 6 (Advertising Mail) and paragraph 5.2.2(b) of Schedule 7 (Responsible Mail) of your Contract;
- (b) paragraphs 7.2.2(a) of Schedule 6 (Advertising Mail) and paragraph 8.2.2(a) of Schedule 7 (Responsible Mail) of your Contract; and
- (c) paragraph 5.2.2(d) of Schedule 20 (Royal Mail Mailmark) of your Contract,

shall not apply between you and us to the extent that those terms directly conflict with the terms of this Schedule (including the Mixing SCIDs Specification).

6. Termination

6.1 Regardless of any other term of your Contract:

- (a) either of us may terminate this Schedule:
 - (i) by giving the other not less than thirty (30) days' written notice if the other Party commits any material or persistent breach of the terms of this Schedule;
 - (ii) on written notice to the other with immediate effect if Schedule 20 (Royal Mail Mailmark) is terminated for whatever reason;
- (b) we may terminate this Schedule by giving the other no less than six (6) months' written notice.

6.2 For clarity, you and we acknowledge that termination of this Schedule shall not automatically result in the termination of the terms of Schedule 20 (Royal Mail Mailmark).

6.3 Upon termination of this Schedule:

- (a) you will no longer be permitted to mix SCIDs; and
 - (b) all the other terms of your Contract (including its Schedules and User Guide) that have been dis-applied or changed by this Schedule shall be reinstated and shall have full force and effect. For clarity, if Schedule 20 (Royal Mail Mailmark) has not been terminated, its terms shall continue to apply.
- 6.4 Termination of this Schedule by either of us (for any reason) shall not affect any rights which either of us may already have under this Schedule before the date of termination, or any obligations under the Schedule which were intended either to come into or remain in force after termination.
- 7. Development of Mixing SCIDs**
- 7.1 You and we recognise that Mixing SCIDs is pioneering in nature. Either of you or we may consider, once this Schedule has taken effect, that this Schedule (including the Mixing SCIDs Specification) does not address matters which should be addressed, or that the technical and operational elements of Mixing SCIDs do not function in a desirable way. If so, you and we agree to work together in good faith to try and resolve any such issues and, if we decide it is necessary, we will make changes and update the terms of this Schedule and/or the Mixing SCIDs Specification in accordance with the terms of your Contract.
- 7.2 Without prejudice to paragraph 7.1, we may change the terms of this Schedule (including the Mixing SCIDs Specification) at any time in accordance with clause 13.2.1(a) of your Contract.

ANNEX TO SCHEDULE 27

MIXING SCIDS SPECIFICATION

1. Handover documentation

- 1.1 For each Mixed SCID Container, you must declare on the Posting Docket the following information:
 - (a) code number “999999999” in the SCID field (**Mixed SCID Code**);
 - (b) code number “999999999” in the eManifest ID field (**Mixed eManifest ID Code**); and
- 1.2 if you choose to use UCIDs to identify your discrete postings, a discrete UCID pertaining to the Posting Entity in the UCID field (**Mixed UCID**).
- 1.3 You must declare the Container ID in spare field 10 of the eManifest for Mailing Items that you put into Mixed SCID Containers.

2. Advertising Mail and Responsible Mail postings

- 2.1 For Royal Mail Advertising Mail® or Royal Mail Responsible Mail® postings, where you, or the Customer Entity or Originating Posting Customer, as the case may be, wish to exercise the Data Opt Out preference or apply a Mail Reference for the applicable Advertising Mail or Responsible Mail posting, you must use only the Mailmark eManifest to denote these in accordance with the User Guide. For clarity, the Posting Docket must not be used by you to exercise a Data Opt Out preference or to provide the Mail Reference for a Mixed SCID Container.
- 2.2 For Mixed SCID Containers of Advertising Mail or Responsible Mail, each seed/sample of mailing pack design which you submit to us must reference the Mixed UCID pertaining to the Mixed SCID Containers.

3. Compliance

- 3.1 For Mixed SCID Containers containing Mailmark Mailing Items from different Supply Chains, you must ensure that all Mailmark Mailing Items in each Mixed SCID Container belong to the same Mailmark credit account.
- 3.2 You shall not reuse a Container ID more than once in a 90-day period, commencing from the date you include that Container ID in the eManifest.
- 3.3 If a Mixed SCID Container which you have identified on the eManifest is not handed over to us on the day the eManifest is confirmed, the Container ID for the Mailing Items in that Mixed SCID Container must not be changed if the Mailing Items are to be resubmitted within 5 days of the eManifest being confirmed.